

**Town of Hillsborough Water & Sewer Commission
November 26, 2019 Meeting Minutes**

Meeting called to order 6:00 p.m. Present were Commissioners Peter Mellen, Chris Sieg, and Dave Lewis; and, Penny Griffin, Administrator.

The Commissioners reviewed and authorized the November 14, 2019, meeting minutes; 2019 AP vouchers #22 for water in the amount of \$11,524.87 and sewer in the amount of \$17,327.72; and, timecards.

Two (2) Engineering Services Requests (ESR's) from Underwood Engineers were reviewed.

- 1 - ESR 21 - for NPDES Permit Reporting and Technical Assistance \$9,900; and,
- 2 - ESR 22 – for Industrial User Permit Review and Recommendations \$5,000

Commissioner Lewis motioned to authorize ESR 21 for NPDES Permit Reporting and Technical Assistance for the amount of \$9,900. Commissioner Mellen seconded the motion. All voted in favor.

Commissioner Mellen motioned to authorize ESR 22 for Industrial User Permit Review and Recommendations for the amount of \$5,000. Commissioner Lewis seconded the motion. All voted in favor.

A letter was signed to OSRAM requesting that an industrial user wastewater permit application be completed and returned within 60 days as part of the Commissioner's effort to comply with new National Pollutant Discharge Elimination System (NPDES) permit limits, effective November 1, 2019.

A round table discussion was held regarding how to prioritize and fund repairs/replacement of the aging water and sewer infrastructure in the future. All agree it would be most beneficial to taxpayers and users if the projects could be coordinated with the town to include drainage and road reclamation.

Different possibilities for funding infrastructure projects were discussed; such as loans, grants, raising rates, tax assistance, and accessibility fees.

All agreed that the first step is to obtain the most up-to-date sewer infrastructure report from the Ted Berry Company and prioritize strategies for rehabilitation, repair or replacement. Once that is complete the Commissioners can meet with the Selectmen to review and discuss possible strategies to benefit the Town as a whole.

Commissioner Mellen motioned to adjourn the meeting. Commissioner Lewis seconded the motion.

All voted in favor.

Meeting adjourned 8:00 pm

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes
Approved by:

Date:

Peter Mellen, Chairman

Chris Sieg

Dave Lewis
Water and Sewer Commissioners